

ADOPTED-BOARD OF TRUSTEES COMMUNITY
COLLEGE DISTRICT NO. 508
SEPTEMBER 3, 2009

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508
County of Cook and State of Illinois

Employment Tax Consulting Agreement
Deloitte Tax LLP
OFFICE OF FINANCE

THE CHANCELLOR

REPORTS

that in Board Report # 28182 adopted July 17, 2007, the Board authorized the execution of an agreement with Deloitte Tax LLP to provide employment tax consultation in an amount not to exceed \$ 50,000.00; and

that the agreement was not executed in the specified time frame and approval is requested to revise the term of the agreement and to execute the agreement with Deloitte Tax LLP beginning September 3, 2009 through September 3, 2010; and

that in the light of the pending completion of the 403 B Voluntary Correction Plan (VCP) resulting from the IRS examination and other potential IRS tax requirements, existing and developing in the future, it is necessary for the District to obtain an employment tax consultant to advise the District in the development of policies and procedures and other related advisory services on as needed basis in order to insure compliance with the IRS tax requirements; and

that Deloitte Tax LLP has the expertise to provide the employment tax consultation which includes but is not limited to employment tax compliance on Company paid parking, Cell phone, Computers (laptops), Tuition and tuition reimbursements, awards (gift cards) and Scholarships. Deloitte Tax LLP will also assist with the policies and procedures for Non Resident Alien Taxation, Foreign Students and Independent Contractors; and

that their fee will not exceed \$50,000 from September 3, 2009 through September 3, 2010 as previously approved and not expensed; and

that this agreement for professional services is exempt from the District's competitive bidding requirements; and

that the Office of M/WBE Contract Compliance has reviewed the above referenced Deloitte Tax LLP employee tax consulting agreement and utilizing the services of William Morales, and Maria Prada, certified MBE firms and the Bronner Group a certified WBE firm as required is in compliance with the Board Approved Participation plan.

THE CHANCELLOR

RECOMMENDS

that the Board of Trustees authorizes the Chairman to enter into an agreement with Deloitte Tax LLP to provide employment tax consultation in an amount not to exceed \$ 50,000.00, with the revised term beginning September 3, 2009 to September 3, 2010.

FINANCIAL

\$50,000 Education Fund – 00003-0010002-00082-00000-0000000-532100

Respectfully Submitted,

Deidra J. Lewis
Interim Chancellor